

**BY ORDER OF THE COMMANDER
BEALE AIR FORCE BASE**



AIR FORCE INSTRUCTION 24-301

**BEALE AIR FORCE BASE
Supplement**

11 APRIL 2016

Transportation

VEHICLE OPERATIONS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: Publications and forms are available on the e-Publishing website at www.e-publishing.af.mil for downloading or ordering.

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: 9 MSG/SDSMP

Certified by: 9 MSG/CC
(Col Stephen G. Hoffman)

Pages: 7

This publication supplements Air Force Instruction (AFI) 24-301, *Vehicle Operations*. This publication applies to base personnel who request government motor vehicles (GMV's) and emergency first responders who drive government vehicles on base. This publication applies to Air Force Reserve Command (AFRC) and Air National Guard (ANG) units. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using Air Force (AF) Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional's chain of command.

1.6.2. The mode of transportation utilized must be the most advantageous to the government in terms of cost. Any GMV support based solely on rank, position, prestige, or personal convenience is not authorized. Requests must be considered and justified on a case-by-case basis. All transportation service will be provided based on vehicle/operator availability and mission requirements. The use of private vehicles or taxicabs is encouraged, on a reimbursable basis, when they are deemed responsive and cost effective. A cost analysis (Attachment 2 and Attachment 3) has determined government transportation of passengers during normal duty hours, Monday-Friday 0700-1600, with a minimum of six passengers or more as being the most cost effective. After normal duty hours a minimum of six passengers are required for government transportation to be the most advantageous to the government. Responsiveness to both commercial and GMV requests are adequate to support mission requirements. Cost for commercial transportation can be found on (Atch 4). GMV pickup and drop-offs must be an official duty location on the installation and not private quarters.

3.9.1. The wing commander has authorized the following emergency first responders' permission to travel to the Contrails Inn military dining facility, the Ramoneda Grill, the Commissary, and the Fitness Center while on duty:

3.9.1.1. **(Added)** 9th Security Forces Squadron/S3 (On duty Security Forces patrols).

3.9.1.2. **(Added)** 9th Civil Engineer Squadron/ (Firefighters).

3.9.1.3. **(Added)** 9th Medical Group (Ambulance personnel). **Note:** When military dining facilities or flight kitchens are nonexistent or use is not authorized based on a member's rank/status, i.e. officer/Department of Defense civilians, the use of any Non-appropriated Funds/Army and Air Force Exchange Service operated facility is permissible (see AFI 34-239, *Food Service Management Program*).

3.9.1.4. **(Added)** The wing commander has designated the following organizations/units as rapid responders who have permission to travel to the Ramoneda Grill while on duty and to the Contrail Inn military dining facility for "carry out" meals if the Ramoneda is closed:

3.9.1.4.1. **(Added)** 9th Operations Group U-2 Chase Vehicles (Only during active local U-2 flight operations).

3.9.1.4.2. **(Added)** 9th Maintenance Squadron Hydrazine Response team members.

3.9.1.4.3. **(Added)** 9th Maintenance Squadron Production Super vehicles.

3.9.1.4.4. **(Added)** 9th Aircraft Maintenance Squadron Pogo team members (Only during active local U-2 flight operations).

3.9.1.4.5. **(Added)** 9th Aircraft Maintenance Squadron Expediter vehicles.

3.9.1.4.6. **(Added)** 9th Munitions Squadron (All vehicles during Iron Flag exercises).

3.9.1.4.7. **(Added)** 12th Reconnaissance Squadron Hawkeye Launch and Recovery vehicles.

DOUGLAS J. LEE, Colonel, USAF
Commander, 9th Reconnaissance Wing

ATTACHMENT 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFI 24-301, *Vehicle Operations*, 1 November 2008

AFI 34-239, *Food Service Management Program*, 17 April 2014

AFMAN 33-363, *Management of Records*, 1 March 2008

Prescribed Forms

There are no forms prescribed in this publication.

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*, 22 September 2009

Abbreviations and Acronyms

AF—Air Force

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFRC—Air Force Reserve Command

AFRIMS—Air Force Records Information Management System

ANG—Air National Guard

GMV—Government Motor Vehicle

OPR—Office of Primary Responsibility

RDS—Records Disposition Schedule

ATTACHMENT 2
OPERATION COSTS

Table A2.1. Operation Costs to/from Sacramento Airport

1A AVERAGE HOURLYRATE WG-6/STEP 5 Normal Duty Hours/After Duty Hours	1B HOURS TO COMPLETE TRANS. REQUEST	1C COST	1D TOTAL MILES	1E VEHICLE COST	1F COST
\$22.86/\$34.29	3	\$68.58/\$10 2.87	87	.62 X 87 MILES ROUND TRIP (SEDAN)	\$53.94
\$22.86/\$34.29	3	\$68.58/\$10 2.87	87	.12 X 87 MILES ROUND TRIP (MINI-VAN)	\$10.44
\$22.86/\$34.29	3	\$68.58/\$10 2.87	87	.15 x 87 MILES ROUND TRIP (FULL SIZE VAN 15 PAX)	\$13.05
\$22.86/\$34.29	3	\$68.58/\$10 2.87	87	1.53 X 87 MILES ROUND TRIP (28 PAX BUS)	\$133.11
\$22.86/\$34.29	3	\$68.58/\$10 2.87	87	1.93 X 87 MILES ROUND TRIP (44 PAX BUS)	\$167.91

ATTACHMENT 3

FARE COSTS

Table A3.1. Fare Costs to/from Sacramento Airport

VEHICLE	2A PASSENGER SEATS REQUESTED	2B 1C+1F DIVIDED BY 2A Normal Duty Hours	2C 1C+1F DIVIDED BY 2A After Duty Hours
SEDAN	1-3 W/Luggage	$\$68.58 + \53.94 Max Occupancy 3 \$40.84	$\$102.87 + \53.94 Max Occupancy 3 \$52.27
MINI-VAN	3-5 W/Luggage	$\$68.58 + \10.44 Max Occupancy 5 \$15.80	$\$102.87 + \10.44 Max Occupancy 5 \$22.66
FULL SIZE VAN	7-9 W/Luggage	$\$68.58 + \13.05 Max Occupancy 9 \$9.07	$\$102.87 + \13.05 Max Occupancy 9 \$12.88
28 PAX BUS	20 W/Luggage	$\$68.58 + \133.11 Max Occupancy 20 \$10.08	$\$102.87 + \133.11 Max Occupancy 20 \$11.80
44 PAX BUS	35 W/Luggage	$\$68.58 + \167.91 Max Occupancy 35 \$6.75	$\$102.87 + \167.91 Max Occupancy 35 \$7.73

ATTACHMENT 4
COMMERCIAL TAXI COSTS

Table A4.1. Commercial Taxi to/from Sacramento Airport as of 1 September 2014

TAXI COMPANY	TYPE OF VEHICLE	PASSENGERS	COST
BUDGET CAB 1-530-755-1415	FULL SIZE SEDAN	APPROXIMATELY 1-5 INDIVIDUALS WITH LUGGAGE	\$100 FLAT RATE ***FEE SUBJECT TO CHANGE***
ALL STAR CAB 1-530-674-3333	FULL SIZE SEDAN	APPROXIMATELY 1-5 INDIVIDUALS WITH LUGGAGE	\$160 FLAT RATE
SUPER SHUTTLE 1-800-BLUE-VAN	MINI VAN 7 PAX	APPROXIMATELY 1-5 INDIVIDUALS WITH LUGGAGE	\$95 FLAT RATE
SACRAMENTO BUS CHARTER	MOTOR COACH	30-50 DEPENDING ON LUGGAGE	\$1009